

Page County Democratic Committee
Delegate Selection Caucus Rules

1. All times shall be read from the official clock.
2. The doors of the caucus room will open and the certification process will begin Monday, April 18 at 7:00 pm. The Caucus will be held at the Luray/Page Chamber of Commerce, 18 Campbell Street, Luray, VA.
3. The doors to the caucus meeting room will be closed promptly at 7:30 p.m. A five minute warning will be issued by the Temporary Chair at 7:25 p.m. Persons standing in line to complete a Caucus Participation Form at the time the doors close will be allowed to complete their forms and participate in the caucus. Caucus forms may be completed inside the caucus venue if the temporary chair determines that it can be accomplished in good order and without compromising the process.
4. Candidates for the delegate and alternate are required to pre-file their candidacy. The deadline for pre-filing is April 11th at 5:00 pm for the caucus that will be held on April 18.
5. The Credentials Committee will be responsible for checking in caucus participants. Every person who participates in the caucus must complete a Caucus Certification Form and sign a statement that says they are a registered voter in Page County that he or she is a Democrat, and that they do not intend to support a candidate that is opposed to the Democratic nominee in the next ensuing election, are not a member of any other political party, and have not participated and will not participate in the nominating process of any other party for the 2016 Presidential election.
6. The caucus will be called to order by the temporary chair.
7. Rules will be adopted for the caucus.
8. The next order of business shall be the election of a permanent chair.
9. The permanent chair shall appoint the permanent caucus secretary.
10. The chair shall call upon the Credentials Committee to make its report of the total number of caucus participants and the numbers filed for each Presidential candidate. Challenges to any caucus participation must be voiced at this time.
11. Caucuses shall be conducted in accordance with the *Delegate Selection Plan* of the Democratic Party of Virginia, the *Party Plan*, and the *Call to Convention*.
12. The permanent chair shall appoint a tellers committee consisting of one person from each Presidential candidate preference.
13. Those attending the caucus shall divide by Presidential candidate preference. The chair will announce the amount of time available to each individual caucus to cast ballots for delegate. The two candidate representatives of the tellers committee will act as bosses of the caucus subcommittee.
14. Ballots will be distributed only to those persons who can produce a proper credential
15. Caucus participants will be instructed by the chair as to the maximum number of delegate and/or alternate candidates for whom they may vote. Participants in the Hillary caucus may vote for 3 delegates and 1 alternate. Participants in the Sanders caucus may vote for 2 delegates and 1 alternate. Ballots showing votes of more delegates than allowed will be declared invalid.

16. Alternates elected shall be those persons receiving the next highest number of votes from the delegates
17. The tellers committee shall collect and count the ballots.
18. Upon collection of the ballots, the caucus meeting may, at the discretion of the chair, stand in recess until the tellers committee has reported its count to the chair. The tellers committee shall report directly to the chair, who will announce the vote.
19. Upon announcement of the results the collection of all documentation, the caucus will adjourn.
20. The official ballot will be yellow and be marked with the word 'official' at the top.
21. Tie votes will be decided by the flip of a coin.